



PEDRO E. SEGARRA
Mayor

CITY OF HARTFORD

DEPARTMENT OF HEALTH AND HUMAN SERVICES

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RAUL PINO
Director

March, 2015

Dear Hartford Renters:

The State of Connecticut's Elderly and Disabled Tax Renters Rebate Program will begin Wednesday, April 01, 2015 and end Thursday, October 01, 2015. Applications will be completed at various scheduled sites within the City of Hartford starting **Monday, April 6, 2015**; please check the enclosed schedule for the site nearest your current address.

In addition, starting July 6th through October 1, 2015 applications will be completed by scheduled appointment only. To make an appointment please call 860.757.4736 **beginning June 15, 2015** between the hours of **8:30AM – 4:00PM** Monday thru Friday.

Residents eligible to receive Rent Rebate must meet the following requirements:

1. You must be 65 years old by December 31, 2014 or 18 years of age or older and receiving Social Security Disability.
2. You must have rented an apartment or house in CT during 2014 and currently reside in Hartford.
3. Your income in 2014 must not exceed **\$34,600** if single or **\$42,200** if married.

In order to make sure your application is fully completed you **MUST** bring proof of all income and expenses. Please use the check list below to make sure you have the required and acceptable documents. The State Office of Policy and Management (**OPM**) have instructed **STAFF** not to complete any Rent Rebate applications without proof of all expenses and income for year ending **December 31, 2014**. In addition, **if possible** please **MAKE** copies of all the expense and income documents that will be used to process your application and be prepared to leave those copies with the designated staff for your file.

- ☐ As proof of payment, twelve (12) rent receipts or copies of checks/money orders; or a letter from landlord/property manager detailing total rent paid during the year ending December 2014.
- ☐ Statements from gas, electric and oil companies detailing actual amounts paid in 2014. Call the utilities companies, or go on-line, and request a copy be given to you, if needed.

CL&P 947-2000 (electric) www.cl-p.com
CNG 727-3034 (gas) www.cngcorp.com

- ☐ Proof of all 2014 income, including Social Security, pension, and bank interest.
- ☐ Copy of your income tax for 2014, if you filed.
- ☐ Proof of your disability allowance in 2014 from Social Security, if you are disabled.

If you are homebound and unable to leave your home without assistance, a family member or friend may act as your agent and have the application completed on your behalf. Due to limited staff, the City of Hartford will not be making home visits. If you have questions about the Hartford Renters Rebate application process, please call the Department of Health and Human Services at 860.757.4736.

Sincerely,
James Johnson, Jr.
Project Division Manager